

# VHA HPDM 360 Degree Assessment Fact Sheet



**What is the VHA 360 Degree Assessment?** It is an instrument that allows a participant to seek feedback from persons with whom s/he works. You may choose respondents that include your boss(es)/supervisors(s)/manager(s), customers, peers, and staff/direct reports/subordinates. The respondents answer behavioral questions about how they see you in the work world and how they would prefer for you to behave. You then get a feedback report in which the gaps between actual and preferred behaviors are highlighted. The gaps can help you focus on improvement or development targets. All feedback is reported in an aggregate, anonymous fashion, except for the information given by your boss(es).

**Who Should Take the 360 Degree Assessment?** The VHA HPDM 360-Degree Assessment is available to be used by persons at the GS 9 to 15 level (or Title 38 Equivalents).

**How Do I Sign-Up to Take the Assessment?** You may contact the VHA National Center for Organization Development (NCOD) at 513.247.4680.

**What is the Difference Between a Participant and a Respondent?** The participant is the person being assessed. The participant selects the respondents from whom s/he wants to receive feedback.

**Who Will See my Results?** Your results belong to you. The results will be assembled by the NCOD and delivered to you in person or in a sealed envelope.

**Are my Results Tied to my Performance Appraisal?** No, your results belong to you and should only be used for your individual development as a leader. The decision to share your results rests only with you.

**How Long Does it Take to Fill-Out the Assessment?** The assessment generally takes about a half hour to complete. Once the responses are collected, you should receive your results within 2 weeks.

**How Much Does it Cost for me to Take the 360?** There is no financial charge to the participant or the facility.

**Is the Intranet Site Secure?** Yes. Results of the HPDM 360 Degree Assessment are stored in a separate database at the VHA HPDM Program Office and the VHA National Center for Organization Development.

**What Happens After I Receive my Results?** You will have the opportunity to work with a coach who will assist in designing your personal development plan (PDP).

**What is a PDP?** PDP stands for personal development plan. A PDP allows you to target 1 or 2 focus areas of development at a time, and then to track your goals over time.